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City Of Chicopee
Action Plan
Federal Fiscal Year 2009
July 1, 2009 to June 30, 2010

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CPMP Non-State Grantee Certifications

Many elements of this document may be completed electronically, however a signature must be manually applied and the document must be submitted in paper form to the Field Office.

- ☐ This certification does not apply.
☒ This certification is applicable.

NON-STATE GOVERNMENT CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Drug Free Workplace -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about –
 - a. The dangers of drug abuse in the workplace;
 - b. The grantee's policy of maintaining a drug-free workplace;
 - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
 - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will –
 - a. Abide by the terms of the statement; and
 - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted –
 - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

8. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress

in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

9. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
10. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all sub awards at all tiers (including subcontracts, sub grants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly.

Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

Signature/Authorized Official

Date

Michael D. Bissonnette

Name

Mayor

Title

17 Springfield Street

Address

Chicopee, MA 01013

City/State/Zip

413-594-1400

Telephone Number

- ☐ This certification does not apply.
☒ This certification is applicable.

Specific CDBG Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

11. Maximum Feasible Priority - With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
12. Overall Benefit - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2010, 2011, 2012, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
13. Special Assessments - It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

14. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
15. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

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Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

Compliance with Laws -- It will comply with applicable laws.

Signature/Authorized Official

Date

Michael D. Bissonnette

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OPTIONAL CERTIFICATION CDBG

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities, which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

Signature/Authorized Official

Date

Michael D. Bissonnette

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APPENDIX TO CERTIFICATIONS

Instructions Concerning Lobbying and Drug-Free Workplace Requirements

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Drug-Free Workplace Certification

- By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
- The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
- Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
- Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
- If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
- The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code)
Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR Part 21.

Place Name	Street	City	County	State	Zip
City Hall	17 Springfield St	Chicopee	Hampden	MA	01013
Community Development Office	38 Center Street	Chicopee	Hampden	MA	01013

- Definitions of terms in the Non-procurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15); "Conviction" means a finding of guilt (including a plea of *nolo contendere*) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:
 - All "direct charge" employees;
 - All "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and

- c. Temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Note that by signing these certifications, certain documents must be completed, in use, and on file for verification. These documents include:

1. Analysis of Impediments to Fair Housing
2. Citizen Participation Plan
3. Anti-displacement and Relocation Plan

Signature/Authorized Official

Date

Michael D. Bissonnette

Name

Mayor

Title

17 Springfield Street

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Fifth Program Year Action Plan

The CPMP Annual Action Plan includes the [SF 424](#) and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

Narrative Responses

GENERAL

Executive Summary

The Executive Summary is required. Include the objectives and outcomes identified in the plan and an evaluation of past performance.

Program year 5 Action Plan Executive Summary:

In keeping with the City's mission to strengthen its neighborhoods, funding for activities described in this action plan will be targeted to the who reside in Chicopee Center, Willimansett and Chicopee Falls neighborhoods. These areas comprise the oldest and most economically challenged areas.

During the Action Plan development process, the City conducted an assessment of activities and accomplishments against the 5 Year Consolidated Plan. During the first four years of this Plan, the City made significant progress toward accomplishing the five year goals. The City additionally built capacity to address housing needs, promote household self-sufficiency, and to improve the physical condition of neighborhoods.

In order to make progress toward meeting the goals outlined in the five year plan, during the upcoming 2009-2010 fiscal year, the fifth year of the Plan, the City will direct considerable resources toward other action plan goals, including increasing homeownership and concentrating redevelopment efforts in the downtown and riverfront areas.

During the 2008-2009 program year the City initiated a comprehensive evaluation of downtown and made substantial progress towards a long anticipated site control of Uniroyal- Facemate property. This Action Plan provides the necessary resources to further these major projects while continuing to support public service programs and public facility improvements..

Foreclosure prevention and housing development opportunities are likewise prioritized. The City will continue to support it's CDC, which can act as the development entity for small foreclosed properties. The City has been selected to participate in CHAPA's foreclosed properties initiative and Mass Housing Partnerships Foreclosed properties loan program. Funds are dedicated to insure our ability to successfully partner in those efforts.

Projects proposed in the 09-10 program year are as follows:

Administration and Planning	\$ 252,568.00
Economic Dev. Program Delivery	\$ 35,000.00

Uniroyal	Eco Dev	\$ 200,000.00
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Housing Program	Housing	\$ 75,000.00
Housing Program Delivery(CNDC)	Housing	\$ 40,000.00

Boys & Girls Club	Public Facility	\$ 30,000.00
Senior Center	Public Facility	\$250,000.00
Park's Project	Public Facility	\$135,000.00
VOC Property Acquisition	Public Facility	\$120,000.00

Boys Scouts	Public service	\$ 10,000.00
Care Center	Public service	\$ 15,000.00
CNDC	Public service	\$ 5,000.00
COA	Public service	\$ 17,250.00
ELMS	Public service	\$ 15,000.00
Soup Kitchen	Public service	\$ 20,000.00
VNA/soup kitchen	Public service	\$ 5,000.00
VOC/ Adult ED	Public service	\$ 20,000.00
VOC/TAX	Public service	\$ 4,000.00
WestMass Elders	Public service	\$ 32,000.00
Woman Shelter	Public service	\$ 9,000.00

Total Funds Budgeted	\$ 1,289,818.00
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This Action Plan is also a response to direction received from HUD and its Office of the Inspector General to increase focus on the implementation of eligible projects and programs.

General Questions

- 1. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.**
- 2. Describe the basis for allocating investments geographically within the jurisdiction (91.215(a)(1)) during the next year and the rationale for assigning the priorities.**

3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.
4. Identify the federal, state, and local resources expected to be made available to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.

Program year 5 Action Plan General Questions response:

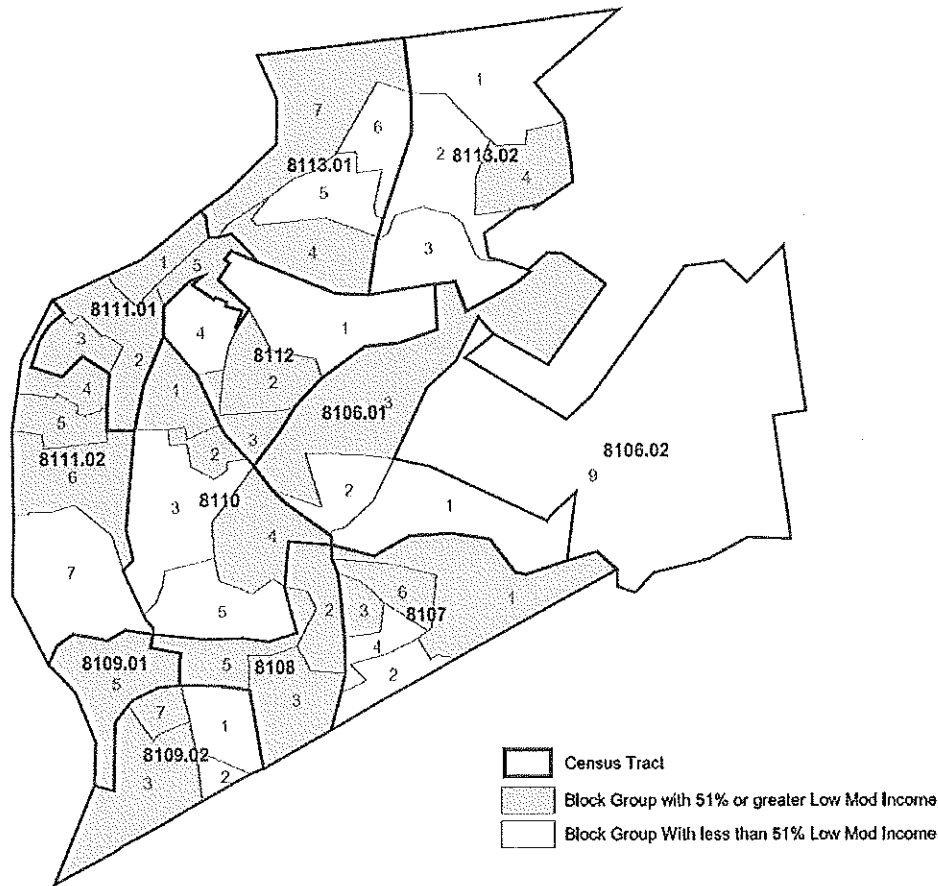
The City of Chicopee, Massachusetts is located in Hampden County, bordered by West Springfield, Springfield, Ludlow, Granby, South Hadley, and Holyoke. Chicopee is comprised of 12 census tracts which form the basis of its six neighborhoods and which also serve as the building blocks for the City.

The census tracts break into the following neighborhoods:

Neighborhood	Sub-Market	Census Tract
Neighborhood A - Chicopee Falls	Chicopee Falls	8107
	Szot Park	8108
Neighborhood B - Chicopee Center	West End	8109.01
	Chicopee Center South	8109.02
Neighborhood C - Aldenville	Sandy Hill	8110
	Aldenville	8112
Neighborhood D - Willimansett	Willimansett	8111.01
	Ferry Lane	8111.02
Neighborhood E - Fairview	Fairview West	8113.01
	Fairview East	8113.02
Neighborhood F - Burnett Road	Interchange	8106.01
	Burnett Road	8106.02

Of these Census Tracts, certain block groups contain a concentration of at least 51% low- or moderate-income people. HUD defines low- or moderate-income to mean that the household income is at or below 80% of area median income. A map of these eligible areas is included below.

CDBG Eligible Areas in Chicopee



Neighborhood demographics selected housing indicators and data on households rent indicate that Chicopee Falls, Chicopee Center, and Willamansett are areas appropriate for HUD resources.

CHICOPEE NEIGHBORHOOD DEMOGRAPHICS

Table 7 - City of Chicopee, MA and Neighborhood Comparison: Selected Socioeconomic Data

	Chicopee	A	B	C	D	E	F
Total Population - 2000	54,653	9,837	6,285	9,564	11,149	10,985	6,886
% Change since 1990	-3.5%	-3.9%	-1.9%	-18.2%	14.6%	-6.4%	0.8%
% Minority (2000)	10.2%	7.2%	13.3%	4.0%	20.6%	9.2%	4.9%
% Hispanic (2000)	5.0%	6.3%	13.6%	2.8%	21.2%	4.7%	2.6%
Total Households - 2000	23,117	4,386	2,728	4,012	4,352	4,717	2,922
% Owner-Occupancy - 2000	59.3%	50.5%	42.7%	73.6%	46.6%	69.3%	71.3%
% Owner Householders 65+ Years	33.5%	42.2%	40.9%	39.7%	30.5%	32.0%	25.1%
Median Household Income - 2000	\$35,672	\$31,883	\$29,197	\$40,221	\$31,703	\$39,093	\$44,795
Med. Selling \$ - Single Family - 2002	\$121,350	\$120,000	\$115,000	\$124,000	\$109,000	\$128,250	\$126,400
Median Rent - 2002	\$575	\$572	\$507	\$584	\$567	\$687	\$582
Total Acreage (1)	12,318	1,015	492	1,327	814	1,711	2,297
Per Acre Residential Density	4.55	6.15	8.66	4.24	6.51	3.66	2.87

Note (1) : Approximately 4,662 acres not classified to specific neighborhoods.

Source: US Census, City of Chicopee and RKG Associates, Inc.

SELECTED HOUSING INDICATORS

	Chicopee	A	B	C	D	E	F
Total Housing Units - 2000	24,424	4,634	2,933	4,152	4,608	5,072	3,024
% Single Family and Mobile Home	54.2%	43.1%	33.5%	68.7%	42.9%	65.9%	69.0%
% Multi-Family	45.8%	56.9%	66.5%	31.3%	57.1%	34.1%	30.8%
% Chapter 40-B (2002)	9.7%	16.3%	12.9%	1.0%	18.6%	6.2%	0.2%
# of Units Built Prior to 1940	7,605	2,044	1,915	918	1,401	786	411
% of Units Built Prior to 1940	30.7%	44.1%	66.3%	22.1%	30.4%	15.5%	13.6%
# of Vacant Units - 2000	1,307	249	205	140	256	355	102
% Vacant Units in 2000	5.4%	5.4%	7.0%	3.4%	5.6%	7.0%	3.4%
% Change since 1990	22.7%	-7.4%	34.0%	-13.0%	22.5%	107.6%	NA
Total Assessment (FY03 In \$mill) (1)	\$2,613.5	\$349.7	\$223.5	\$404.6	\$348.1	\$452.3	\$336.4
% of Total	100.0%	13.4%	8.7%	15.5%	13.3%	17.3%	12.9%

Note (1) : Approximately \$494.0 million, or 18.9% of assessment values could not be classified to specific neighborhoods.

Source: US Census, City of Chicopee and RKG Associates, Inc.

For the coming year at least 70 percent of the CDBG funding will be targeted to the low and moderate income persons/households. All programs and projects will aim to serve percentages of minorities at or above the minority level of the neighborhood(s) they serve.

While numerous obstacles inhibit the City's work to meet underserved needs and subpopulations, the two primary obstacles are:

1. The lack of private investment due to current economic conditions.
2. Insufficient resources to fully meet the priority needs of the low and moderate income residents of Chicopee.

Managing the Process

1. Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.
2. Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.

3. Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.

Program Year 5 Action Plan Managing the Process response:

The Chicopee Office of Community Development (OCD) is the lead agency responsible for the City's Community Development Program and oversight over the expenditure of CDBG funding. In this capacity the OCD works in conjunction with a variety of public and private entities to develop and implement the program. The OCD partners with various public and private agencies, developers, and funding sources to encourage a comprehensive approach to revitalizing neighborhoods and supporting the self-empowerment of its residents. The OCD is also the municipal agency responsible for overseeing the development of the City's Five-Year Consolidated Plan.

Input was solicited from the Valley Opportunity Council, the Gateway Stakeholders Committee, the Downtown Planning Group, the WestMass Economic Development Corporation, and the Chicopee Neighborhood Development Corporation. This plan is included as part of the Holyoke-Westfield-Chicopee Consortium Action Plan submission.

The OCD has and continues to work closely with its partners to best identify and meet the needs of the community's citizens. These ongoing partnerships help the OCD to develop effective plans and projects to benefit its residents. Partners consulted regarding community needs include:

Primary Nonprofit Partners:	Chicopee Housing Authority, Valley Opportunity Council, Boys and Girls Club of Chicopee, Elms College, Chicopee Village Townhomes/Winn Residential, The Care Center, Valley Opportunity Council, Womanshelter Companeros
Primary Municipal Partners:	Mayor, City Council, Planning Department, Building and Health Departments, Council on Aging, Department of Public Works, Fire and Police Departments, Parks Department, School Department
Elder Services:	Chicopee Council on Aging, WestMass ElderCare, Chicopee Visiting Nurse Association, Hawthorn Services, Valley Opportunity Council
Youth Services:	Chicopee Boys and Girls Club, Pioneer Valley Boy Scouts, Elms College
Housing Development Partners:	Winn Development, Hall Keen, HAP Inc, Valley Opportunity Council, Chicopee Neighborhood Development Corporation (CNDC), Chicopee Housing Authority, MassHousing, CHAPA, MHP Fund
Economic Development:	Chicopee Chamber of Commerce City of Holyoke Office of Economic and Industrial Development City of Springfield Office of Community Development Economic Development Council of Western Massachusetts Economic Development Partners, Mass Development Massachusetts Office of Business and Development Western Mass Enterprise Fund WestMass Development Corporation, Westover Metropolitan Development Corporation Solutions CDC, Western Mass Enterprise Fund, WestMass Development Corporation, Westover Metropolitan Development Corporation

Carry Out Projects and Programs during FY 09-10.

As detailed in HUD guidance regarding the development of Annual Action Plans, the CDBG program is set up in a manner that gives Chicopee the flexibility to determine the types of activities and organizations the City will work with to implement its programs. This year the City anticipates it will fund several of the kinds of organizations allowed in HUD guidance, including: grantee staff; subrecipients; Community Based Development Organizations (CBDOs); and contractors.

As recommended by HUD in CDBG guidance, proper method for selecting and delivering projects and programs, cities consider the priority needs identified in the five year and one year planning processes against the following questions detailed in HUD guidance:

- Is there political will to carry the program/project through the development, approval, and implementation phases?
- Does the required staffing experience currently exist?
- Is there sufficient time to take on new or expanded work?
- Are there adequate and appropriate administrative resources (e.g., legal, financial, etc.)?
- Are there subrecipients with the capability to assist with the program/project?
- Will consultants be needed?

- Are there sufficient funds to carry out the program/project and/or to invest the level of effort necessary for its implementation?
- Staffing for CDBG programs and activities generally requires:
 - Conducting a skills inventory of staff members;
 - Developing a list of required skills;
 - Assessing where gaps exist between existing staff and required skills;
 - Undertaking the appropriate training, capacity building, and staff expansion necessary to administer the programs/activities; and
 - Based upon the grantee's analysis of staffing capacities and upon programmatic needs, the grantee must determine whether and/or to what extent it will work with subrecipients, CBDOS, contractors, andCDFIs.

Entitlement communities like Chicopee have several options for selecting activities for funding when developing their Action Plan. According to HUD guidance these options include:

- Wait and See: evaluating each activity on a case-by-case basis as it is proposed.
- Proactive: seeking out and choosing only those projects clearly falling within the scope of a concrete series of objectives and plans.
- In between the two: on the lookout for interesting opportunities, but working from a basic program design framework.

This year, the City of Chicopee has indicated on the project sheets at the end of this document which selection process will be used for the FY 09-10 program year. In short, however, if the work is to be completed by a contractor, procurement law will guide the selection of the firm that will carry out the work. For subrecipients and interdepartmental agreements, on the other hand, HUD guidance suggests four models (not definitive, will need to be adjusted depended on community needs) for selection of subrecipients to carry out work included in the Annual Action Plan upon which the selection process can be based. The detailed information below is excerpted from a HUD CDBG guidebook.

Formal Application Process. Requires the submission of a formal application or proposal from the subrecipient, and is typically undertaken once a year in conjunction with the grantee's planning and budgeting process. Under the formal application process, applications are evaluated based on explicit selection criteria.

Limited Application Process. This approach is similar to the formal application process, but the application is not as detailed and grantees provide more follow-up and "hands on" involvement in the process. Grantees may review the applications and narrow the number of applications under consideration before requesting additional detailed information from the subrecipient.

Solicitation of Applications from Qualified Organizations. Grantees identify potential qualified applicants through an informal process or through a general Request For Qualifications (RFQ). From the identified group, grantees identify organizations to carry out specific activities and approach the organization about their interest in doing so. This approach is proactive and is more focused on qualified organizations. Because of this, it may result in less grantee staff time. However, this approach is much more "closed door" than the previous two and can result in criticism of the grantees selection process. In addition, by focusing on the known, qualified organizations, lesser known, but possibly equally capable organizations may be overlooked.

"Open Door" Or Unsolicited Application Process. This is a "laissez faire" approach to selecting activities and subrecipients. It either encourages or allows consideration of requests for funding at any time during the program year, and may or may not include an actual application. In reality, unsolicited applications may occur regardless of the type of approach in place in the community. However, if there is another process in place (e.g.,

formal application), the unsolicited application should be required to meet the requirements of the process already in place. This may mean that the application is held until the next application process is conducted, or the application is evaluated based on the criteria used during the regular application process. If the grantee uses the open door process as its only means for accepting applications, it must ensure that all applications are treated consistently and that the same types of information are received and reviewed by the grantee.

Mixed Approach. As mentioned previously, the reality in many communities may be that one application process only is not feasible or does not work given local politics and community needs. In these cases, a variation of any of the above approaches or a mix of the four approaches may be more appropriate. Grantees should use caution however when mixing very different types of application processes and strive to maintain accountability to applicants and consistent treatment of requests for funds regardless of the process used.

Citizen Participation

- 1. Provide a summary of the citizen participation process.**
- 2. Provide a summary of citizen comments or views on the plan.**
- 3. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.**
- 4. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.**

***Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.**

Program year 5 Action Plan Citizen Participation response:

Chicopee's Citizen Participation Plan aims to involve citizens in all aspects of the development of the Consolidated Plan, any amendments to that plan, and the performance report. For the year of this action plan the citizen participation process was conducted according to the following process:

SECTION I. INFORMATION TO BE PROVIDED

- A.** The following information was be made available to the public:
- the amount of assistance the City expects to receive;
 - the range of activities to be undertaken;
 - method by which funds will be distributed;
 - schedule for the development of the Consolidated Plan;
 - the amount of assistance that will benefit low, very low, and extremely low income persons; and
 - plans to minimize the displacement of persons and the assistance to be provided any persons displaced.

- B.** The proposed Action Plan, and any amendment, shall not be submitted to HUD prior to the expiration of a 30-day comment period following notification. No Performance Report shall be submitted to HUD prior to the expiration of a 15-day comment period following notification.

SECTION II. ACCESS TO RECORDS

The OCD shall provide interested parties with reasonable and timely access to information and records relating to the jurisdiction's Consolidated Plan and use of assistance under programs covered by the Plan during the previous three (3) years. Access to other records will be made consistent with applicable local, state and federal disclosure policies. document will also be available on the City's website for the entire review period.

SECTION III. TECHNICAL ASSISTANCE

The OCD will provide technical assistance to group representative of lower income persons and low income neighborhood interests. Such assistance shall include:

- responding to questions about program requirements;
- explaining the process by which assistance is distributed; and
- identifying parts of a proposal that need improvement.

SECTION IV. COMMUNITY OUTREACH, PUBLIC HEARINGS AND MEETINGS

During the program year the City broadened its community outreach process in order to solicit more resident and organization input than was received in prior years.

- A.** A Citizen Participation mailing list will be maintained by OCD. It will include interested individuals and organizations affected by OCD programs covered in the Consolidated Plan. Any person or organization may be added to the list by written request to the OCD or the Office of the Mayor. Notices of public hearings will be mailed, faxed or emailed to persons on the Citizen Participation list. Notices of other meetings and other information will be mailed as deemed relevant by the OCD.
- B.** Neighborhood meetings, focus groups and surveys will be undertaken to encourage involvement in the development of the Annual Action Plan.
- C.** The OCD will also conduct not less than two public hearings to obtain citizen views. As least one hearing shall occur during each of the review periods: one for comments on the DRAFT Annual Plan and another for the annual performance review.

The hearings shall collectively address the following subjects:

- housing and community development needs;
 - development of the proposed Consolidated Plan; and
 - program performance.
- D.** Notices
1. **Public Hearings:** In order to give adequate notice of public hearings, OCD will publish a notice or a news story prior to each public hearing in a newspaper of general circulation. The notice contained the date, time, place and purpose of

the hearings. In some cases the notices will appear on the cable access channel's bulletin board.

2. *Time and Location*: The time and location of all public hearings, community meetings will be chosen with the accessibility to the handicapped and to the lower income community in mind.

SECTION V. COMMENTS AND COMPLAINTS

- A.** Oral or written comments from residents and organizations shall be considered in preparing the Final Consolidated Plan, any amendment to the plan, or the performance reviews. A summary of the comments and the disposition thereof will be included with the relevant document when submitted to HUD.
- B.** Written complaints concerning the Consolidated Plan, an amendment to the plan, or a performance review shall be responded to in writing by the OCD within fifteen (15) working days whenever practical.

SECTION VI. AMENDMENTS TO THE CONSOLIDATED PLAN

- A.** An amendment to the Plan will be required in order to:
 - 1.** Carry out an activity with funds covered by the Plan that was not previously described in the Action Plan, or
 - 2.** Substantial change in an activity described in the Action Plan:
 - a.** An increase/decrease in funds to an activity that is deemed significant.
 - b.** A change in the purpose, scope, location or beneficiaries of an activity if such change is deemed to constitute a new activity not previously listed in the Action Plan.
 - c.** A change in the method of distributing funds if the alternate method is not provided for in the Citizen Participation Plan.
- B.** An amendment to the Consolidated Plan requires:
 - 1.** Public notice of the availability of the amendment by publishing a summary in local newspapers and holding a public hearing.
 - 2.** A thirty (30) day comment period to afford citizens the opportunity to comment.
 - 3.** OCD consideration of all comments.
 - 4.** OCD must summarize the comments and the disposition thereof and submit the amendment and summary to HUD prior to implementing amendment.

During the planning process for this 2009-2010 Annual Action Plan, the City encouraged citizen participation through a variety of means, including:

- Holding two public hearings – first on needs and the current program and the second on the proposed plan;
- Working closely with services providers on issues of family self-sufficiency and refining

- outreach efforts and services to subsidized housing families;
- Consulting individually with partners identified above;
- Providing technical assistance to individuals and groups seeking help;
- Consulting with the Mayor, municipal departments, boards and commissions and the Chicopee Housing Authority; and
- Consulting with numerous public and private agencies throughout the state.
- Issued and reviewed responses to a request for proposals for projects and programs. Proposals were evaluated by the Office of Community Development. New projects and programs and those that had been funded in prior years were evaluated for consistency with the five year plan, and they were measured for institutional capacity to carryout the work proposed their ability to help fill unmet needs.
- Posted the DRAFT Annual Action Plan on the City's Internet page to encourage broader citizen participation.

Statement of Resources

Federal Grants

Sources	\$ Planned	Notes
CDBG	1,279,818	
HOME	304,944	
HOPWA	N/A	
ESG	N/A	
Public Housing		
-Operating Fund	(estimate) 1,361,200	
-Capital Fund	689,734	
Hope VI Funds	N/A	
Annual Contributions for Section 8 Tenant Based Assistance	\$2,058,000	
Other Federal Grants:		
-CDBG Program Income	10,000	
-HOME Program Income	7,000	

Non Federal Sources

State Public Housing Subsidy	2,634,355
MHP State Bond – Soft Second Financing	90,000
Mass Rental Voucher Program (MRVP)	270,000
MassHousing	
-1 st Time Homebuyer	3,500,000
-Get the Lead Out & Home Improvement Loan	150,000

Institutional Structure

1. Describe actions that will take place during the next year to develop institutional structure.

Program year 5 Action Plan Institutional Structure response:

The Cities of Chicopee, Westfield, and Holyoke make up the three-community HOME Consortium for Consolidated Planning. The City of Holyoke remains the Lead City.

The Chicopee Community Development Office works with the private sector, non-profit organizations, and other public institutions to oversee the goals of the Consolidated Plan. The principal partner for the OCD is the Chicopee Housing Authority. Additional primary partners include Valley Opportunity Council, Elms College and the Chicopee Boys and Girls Club. The strengths to this system include the positive lines of communication and spirit of collaboration among the communities and other organizations in the area. The weaknesses include an inability to control outside forces that are beyond the realm of the Consortium's responsibilities. The following list shows the relationship between different organizations within the jurisdiction.

Primary Nonprofit Partners:	Chicopee Housing Authority, Valley Opportunity Council, Boys and Girls Club of Chicopee, Elms College, Chicopee Village Townhomes/Winn Residential, The Care Center, Solutions CDC, Valley Opportunity Council, Womanshelter Companeros
Primary Municipal Partners:	Mayor, Board of Aldermen, Planning Department, Building and Health Departments, Council on Aging, Department of Public Works, Fire and Police Departments, Parks Department, School Department
Elder Services:	Chicopee Council on Aging, WestMass ElderCare, Chicopee Visiting Nurse Association, Hawthorn Services, Valley Opportunity Council
Youth Services:	Chicopee Boys and Girls Club, Pioneer Valley Boy Scouts, Elms College
Housing Development Partners:	Winn Development, Hall Keen, HAP Inc, Valley Opportunity Council, Chicopee Neighborhood Development Corporation (CNDC)
Economic Development:	Chicopee Chamber of Commerce City of Holyoke Office of Economic and Industrial Development City of Springfield Office of Community Development Economic Development Council of Western Massachusetts Economic Development Partners, Mass Development Massachusetts Department of Environmental Protection Massachusetts Office of Business and Development National Brownfields Association, O'Connell Engineering Solutions CDC, Western Mass Enterprise Fund WestMass Development Corporation, Westover Metropolitan Development Corporation Solutions CDC, Western Mass

Monitoring

- 1. Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.**

Program year 5 Action Plan Monitoring response:

The OCD contracts in writing with its CDBG subrecipients for housing and community development activities to ensure compliance with CDBG and HOME program requirements and other federal requirements, including environmental review records, which are maintained for all projects to show compliance with federal regulations.

The Department maintains agreements with subrecipients of the program funds that require compliance with programmatic statutes and regulations. The department is responsible for ensuring that subrecipients comply with all regulations governing their administrative, financial and programmatic operations and confirm that the subrecipients are achieving their performance objectives within the contractual schedule and budget and performance measurement system. OCD uses a coordinated project monitoring process, including coordinated fiscal and program on-site monitoring visits.

The monitoring process includes these essential components:

a. Progress Reports

All subrecipients are required to submit status reports to OCD. Reports are reviewed to ensure that subrecipients are undertaking the activities contained within the Scope of Service and that they have achieved or are making diligent efforts to achieve the goals and objectives contained within the contract.

b. Invoicing

Requests for payment are submitted on a reimbursement basis. The Subrecipient submits a Requisition Form accompanied by all source documentation totaling the amount of the request. Source documentation includes: time sheets, invoices, canceled checks, purchase orders, and other sufficient documentation to justify the expenditures. In addition to source documentation, all requests for payment must include a status/progress report.

The Department will review the request for payment to determine it is reasonable, appropriate and in accordance with the contract. If source documentation and monitoring are satisfactory, the request will be scheduled for payment. If deficiencies are found, the Subrecipient is notified immediately.

OCD is unable to process any requests for payment that do not include source documentation and a current progress report. Payment is contingent on: 1) expenditures being in accordance with the agreement and 2) satisfactory monitoring with no other outstanding issues.

The Director is responsible for ensuring that timeliness standards are met.

c. Monitoring Schedule

All subrecipients will be monitored during the program year. The Department maintains a schedule to track the dates and results of monitoring for all subrecipients and inter-departmental contracts. The schedule measures each agreement against six risk factors.

RISK FACTOR 1: Subrecipient is new to the program

RISK FACTOR 2: Turnover of key staff

RISK FACTOR 3: Prior compliance or performance problems

RISK FACTOR 4: Subrecipient is carrying out a high risk activity (e.g. economic development)

RISK FACTOR 5: Multiple CDBG Contracts for the first time

RISK FACTOR 6: Reports not turned in on time

d. On-Site Monitoring

A notification letter is sent to the subrecipient confirming the date and the scope of the monitoring and a description of the information that will be required at the visit.

At the visit the monitor will review project filed to verify (1) that the activities undertaken by the subrecipient are appropriate to satisfy the contractual obligations and (2) the accuracy of the information contained within the monthly progress reports, and (3) that the subrecipient is properly administering and implementing the program within federal guidelines. In addition, the Monitor ensures that the subrecipient is achieving or making diligent efforts to achieve the goals and objectives stated in the contract.

e. Follow-up

As a follow-up to a monitoring visit, the monitor will send a determination of compliance letter notifying the subrecipient of the monitoring results. The letter will detail the purpose of the visit, provide feedback, and address areas for improvement, if necessary. This letter will be reviewed by the appropriate party prior to being sent to the subrecipient.

If the monitor identified findings, the corrective action will be recommended to the subrecipient. If the monitor has any concerns, specific recommendations will be provided to the subrecipient. The subrecipient will be required to provide to OCD a written response describing how the subrecipient will resolve any findings and correct any deficiency identified in the letter.

Upon receipt of the subrecipient's response to identified findings or concerns, the Monitor will determine if a follow-up site visit is necessary to ensure that (1) corrective action was taken and (2) the agency is now complying and performing in accordance with its contract.

f. Long term Compliance

OCD maintains a system to ensure the long-term compliance of programs and projects. These project specific requirements are monitored annually by the appropriate program staff. The annual monitoring may require on-site inspections, a field review of beneficiary/tenant income, and rental structures.

For HOME, the portfolio of HOME rental projects is inspected regularly as required within the project's recertification process. The City ensures that long term affordability restrictions are met. OCD requires annual submission of project compliance reports, recertification of tenant income, copies of source documentation verifying tenant income, and copies of current, signed tenant lease agreements. The Chicopee Housing Authority is on contract to conduct inspections for housing quality standards.

g. Performance Measurement System

The City has fully implemented HUD's new performance measurement standards into its programming, including performance in meeting the goals and objectives set forth in the City's Five Year Consolidated Plan. Oversight of system implementation and ongoing management will be conducted by the Director.

Lead-based Paint

- 1. Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.**

Program year 5 Action Plan Lead-based Paint response:

The City of Chicopee, along with its Consortium partners, continues to address lead-based paint in older housing stock and its health dangers to children. During the next year the City will take action on the following in order to reduce the hazards of lead-based paint in housing and reduce the possibilities of lead poisoning in children:

- The Chicopee Office of Community Development (OCD) will continue to promote and make referrals to MassHousing's "Get the Lead Out" program. The program is administered locally by local lenders and provides loans and grants to remove lead-based paint hazards from one to four unit properties.
- OCD through its landlord support program continues to emphasize the importance of education and training to its landlords especially in the area of lead-paint. Lead paint training seminars are conducted on a periodic basis and lead paint issues are covered in landlord training sessions. OCD handles landlord requests for information on lead poisoning and the lead laws on a regular basis and makes referrals to the regional Housing Consumer Education Center in Springfield for additional assistance.
- All housing renovated using HOME and CDBG funds will be in full compliance with the state and federal lead regulations.

HOUSING

Specific Housing Objectives

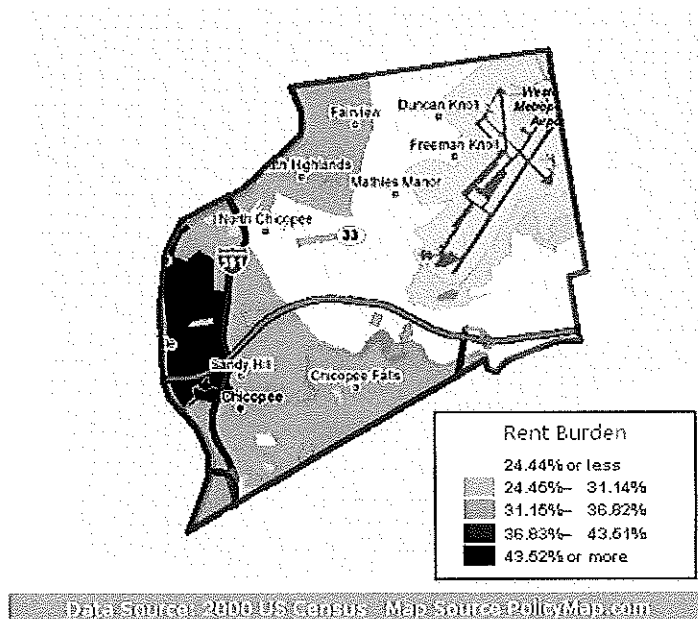
*Please also refer to the Housing Needs Table in the Needs.xls workbook.

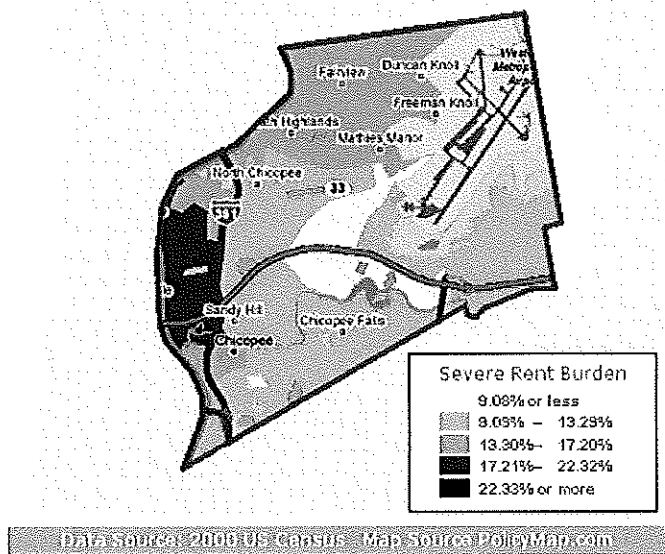
1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Program year 5 Action Plan Specific Objectives response:

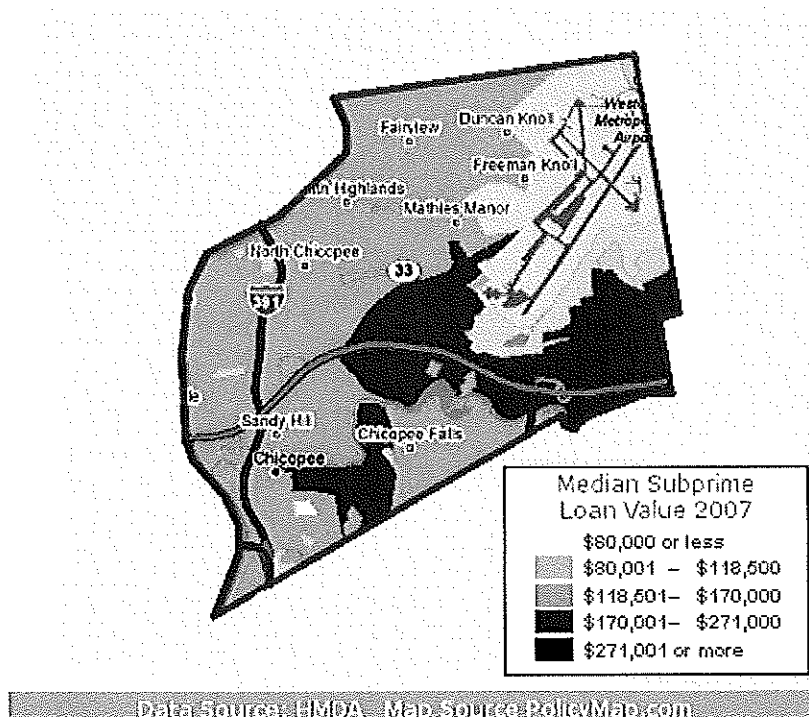
During the upcoming year, the City intends to further efforts undertaken in the 08-09 program year. Specifically it will:

- Continue to build capacity within the housing and development community to respond effectively to community needs and development opportunities.
Data illustrates that many households within the City's target neighborhoods experience rent burdens, over 43% of the Willimansett neighborhood residents experience a rent burden and a full 22% have a severe rent burden. Creating affordable housing throughout the City is clearly a need.





- To develop and implement programmatic responses to market conditions including the sub-prime mortgage crisis, the resulting increase in foreclosure and decrease in housing values. Although current reports on home foreclosures in the region indicate that Chicopee is not being hit as hard as neighboring communities, dipping property values do indicate that Chicopee is affected negatively by the downturn in the economy. The City will support existing homeowners through foreclosure prevention work and adjusting its production work to support a stable homeownership base.



The City reasonably expects the following federal, state, and local resources to be available to address the needs:

- HOME funds will be available to support internal capacity as well as the capacity of the CNDC, a Community Housing Development Organization (CHDO).
- HOME funds will be used to directly support redevelopment of problem properties. In such efforts the city would expect HOME funds to leverage the additional resources including Low-Income Housing Tax Credits (federal), Historic Tax Credits (federal), Housing Innovation Funds (state), the Affordable Housing Trust Fund (state), and private first mortgage money.
- Foreclosure Prevention Funds applied for on a regional effort will be used to support foreclosure efforts. The City will seek to work within the regional partnership to create local mortgage loan pools funded by a consortium of local lenders to assist in the efforts.
- Private Mortgage Financing will be used to support homeownership opportunities. Sources of such financing will include specialized state products offered by MassHousing as well as the "soft second" program administered by MassHousing Partnership Fund.
- General government funding will be used to support the efforts to create a 40B district, promote use of tax and/or increment financing, and to enforce housing code standards on blighting properties.

Needs of Public Housing

- 1. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.**
- 2. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.**

Program year 5 Action Plan Public Housing Strategy response:

Chicopee OCD has formed an effective and positive partnership with the CHA. Through this relationship CHA plays a significant role in helping the OCD achieve its community development objectives.

OCD and CHA will continue to work together to develop new resident services and to work with public housing residents on issues around economic self-sufficiency, adult education, and parenting skills. The City will be following the strategic recommendations made by Housing Partners Inc. for long-term, as well as immediate actions to be taken by the City through OCD and its housing partner, the Chicopee Housing Authority:

- 1. Improve the physical condition and quality of operations in public and affordable housing, including the provision of services for residents;**
 - Modernize CHA developments, including:
 - i. Approximately \$2 million of underground pipe replacement at Senecal Apartments, a Section 200 development for veterans and their families.
 - ii. Approximately \$2 million interior and exterior door replacement in 150 units

at Cabot Manor

- Address a range of social issues through funding and operation of after school youth and summer youth employment programs
- Review, update and strengthen management operations and systems at the CHA, including continued implementation of HUD's Asset Management Program. To date this activity has been ahead of schedule.

2. Care adequately for the needs of the elderly and disabled;

- Convert one or more CHA properties (Birch Bark and Fairhaven) to supportive and assisted living
- Explore ways to provide services in elders' own homes through coordination with partners such as Meals on Wheels, Visiting Nurse Association and the Council on the Aging

3. Attract young working families back to the city, encourage the inclusion of families with a diversity of incomes, and generate new opportunities for homeownership;

- Maintain or upgrade the quality of the existing housing stock,
- Work toward community revitalization in less desirable neighborhoods,
- Provide education on existing programs of first-time homebuyer mortgages, and
- Encourage the development of mixed-income rental housing stock and ownership opportunities available and attractive to a range of household incomes.

4. Proactively explore other opportunities to create quality housing in the city, while maintaining at least the current percentage of affordable housing units, and generate support within the community for those strategies.

- Encourage the production of affordable homeownership units
- Reduce unit count in highly concentrated areas of public housing

5. Explore new State and Federal tools for development:

- Chapters 40R and 40S
- The Priority Development Fund, Transit-Oriented Development Funding
- Conversion of Section 8 Vouchers
- State and Federal mixed-finance programs for public housing

6. Explore the potential use of private property or surplus public property for housing production

Selected Recommendations for immediate action to be taken this year are as follows:

- Explore alternatives for Memorial;
- Increase services at Fairhaven and Birch Bark Place; and
- Seek funds to increase security at Senecal and Cabot

The Chicopee Housing Authority is **not** designated as "Troubled"

Barriers to Affordable Housing

1. Describe the actions that will take place during the next year to remove barriers to affordable housing.

Program year 5 Action Plan Barriers to Affordable Housing response:

The City of Chicopee has been certified under Executive Order 418 Housing Certification for the Commonwealth of Massachusetts. As a certified community, Chicopee has developed a clear strategy to provide affordable housing to households with a broad range of incomes. The City has also worked to remove common regulatory barriers to the development of affordable housing including:

- Developing a comprehensive plan with a housing component and estimated housing needs for all income ranges,
- Adopting zoning regulations and land use controls in conformance with housing plan,
- Not requiring building size requirements in excess of housing or health codes,
- Not requiring development impact fees,
- Adopting recent version of the nationally recognized building codes,
- Allowing manufactured housing "as of right,"
- Completing a comprehensive housing study and establishing a housing task force,
- Instituting regulatory reforms as a result of the comprehensive housing study,
- Developing a single consolidated permit process,
- Expediting permitting for affordable housing projects,
- Establishing timelines for government review and approval of development projects,
- Exploring accessory apartments and in-fill housing ordinances, and
- Not requiring public hearings or reviews for affordable housing projects.

Given that the City of Chicopee has met its ten-percent affordable housing requirement under the State's Chapter 40B, the City will now stress the preservation of its current affordable housing stock, as well as creation of new infill affordable homeownership units. Chicopee has completed a major housing and economic development study to advance the adoption of an EO 418 Community Development Plan.

The programming was also developed as a means to address barriers to housing choice for low income single females with children who may be limited in their choice of housing by income, education and language. More information on addressing this barrier to housing choice and affordable housing can be found in the City's Fair Housing Plan/Analysis of Impediments.

COMMUNITY DEVELOPMENT

Community Development

***Please also refer to the Community Development Table in the Needs.xls workbook.**

- 1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.**

2. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.

***Note:** Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.

Program year 5 Action Plan Community Development response:

The City's overall community development aims are as follows:

- To provide for the care and needs of the city's population with respect to education, public safety, recreation and other municipal services;
- To assist in providing for vulnerable populations especially the elderly and disabled;
- To encourage and sustain economic development activities within the community in order to further stimulate job retention, creation and industrial/commercial expansion;
- To provide programming and facilities required to meet the above; and
- To generate revenues through the property tax base as a means of funding the provision of goods and services to its citizens.

Specific community development recommendations from the 2004 RKG Study include:

- use a "new urbanism" approach to neighborhood revitalization;
- strengthen neighborhood village settings through road and sidewalk improvements;
- redevelop underutilized and blighted industrial properties (brownfields) such as the former Uniroyal site;
- expand neighborhood services and facilities for low/moderate income residents;
- expand youth programs and facilities;
- encourage family self-sufficiency;
- identify problem properties for acquisition and demolition;
- ensure appropriate buffers between conflicting land uses;
- enhance senior services and facilities;
- work with developers to encourage complimentary retail businesses;

Based on the City's community development aims and the recommendations from RKG, the following are of highest priority for community development funding the year:

- Neighborhood street and public infrastructure improvements
- Neighborhood parks and recreational facilities;
- Self-sufficiency programming and services including adult basic education, financial literacy, job readiness training, parenting skills training;
- Brownfield clearance and redevelopment;
- Youth services and facilities;
- Community service centers; and
- Senior services and facilities.
- Homeownership and foreclosure prevention projects and programming.

Antipoverty Strategy

1. Describe the actions that will take place during the next year to reduce the number of poverty level families.

Program year 5 Action Plan Antipoverty Strategy response:

Valley Opportunity Council (VOC) and Chicopee OCD are major partners in addressing community development needs in the city. VOC has developed a Strategic Plan utilizing the Results-Oriented Management and Accountability approach that identifies community needs and proposes various antipoverty strategies that guides their program delivery. The following is a list of their actions:

- Early Education & Childcare
- Elder Program (Senior Volunteers, health services)
- Energy Program (LAZER)
- IDA Program
- Family Life Services Case Management
- WIC Program
- Summer Food Lunch
- Farmers Market
- Food Stamp Outreach
- Transportation Program
- Citizenship Classes
- Homeless Intervention
- Low-income Property Management
- SRO Property Management
- Main Street Shelter
- ESOL, ABE & GED Instruction
- Career Counseling (Trio Program)

Chicopee OCD will continue to work with VOC and other supportive agencies in the community to develop and implement antipoverty and family self-sufficiency strategies. In addition to working with VOC, the Chicopee OCD has partnered with a private, low-income housing development, Chicopee Village Townhomes (CVT), to fund a Resident Services Coordinator position to work with low-income residents on issues of self-sufficiency. See attached VOC'S FY 2007 CSBG Program work plan.

NON-HOMELESS SPECIAL NEEDS HOUSING

Non-homeless Special Needs (91.220 (c) and (e))

***Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.**

- 1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.**
- 2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.**

Program year 5 Action Plan Specific Objectives response:

A major priority for the City is to address the issue of non-elderly residents residing in public housing projects that were intended originally to serve low-income elders. At present there is a mix of elderly and disabled residents residing in elderly housing. In Robinson, Bury, Birch Bark, and Canterbury Arms 20% or more of their residents are disabled, non-elders. In Bury and at Canterbury Arms this amount is even more with 40% and 48% classified as disabled non-elders, respectively. In both properties the number of disabled non-elders is greater than the number of elders. Mixing the elderly population with the disabled non-elder population has resulted in living environments that do not fully benefit either group.

It is a priority of the City to explore opportunities for providing more assisted living and supportive housing for the disabled and for frail elders who may require such services in order to more fully participate in society. The OCD will use CDBG, HOME and other available funds to expand the supportive and assisted living housing stock in the community. The OCD plans to partner with the CHA, non-profit organizations, and/or private-sector housing development groups in order to better meet the needs of its elderly, frail elderly and disabled residents.

Other Narrative

Include any Action Plan information that was not covered by a narrative in any other section.

Resources	
08-09 CDBG Allocation	\$ 1,279,818.00
Anticipated Program Income	10,000.00
TOTAL CDBG AVAILABLE	1,289,818.00

CDBG Regulatory Caps on Spending:

HOME (part of consortium with Holyoke and Westfield)	304,944.00
Anticipated Program Income	20,000.00
TOTAL HOME AVAILABLE	324,944.00
TOTAL	1,614,762.00

Uses:

1. Planning and Administration 251,000.00

General administration, coordination and operation of
CDBG program.
Planning needs assessment and monitoring for HUD
compliance.

2. Housing 115,000.00

Foreclosed Property Rehab 75,000.00
Housing Program Delivery 40,000.00

3. Public Facilities 435,000.00

Senior Center Facility (250,000)
Park Improvements (150,000)

Program Delivery 35,000.00

4. Economic Development 380,000.00

Uniroyal/Facemate 200,000.00
Downtown Development 150,000.00
Program Delivery 30,000.00

DRAFT

Housing Program Delivery	17,200.00
Chicopee Neighborhood Development Corporation (CNDC)	30,000.00

5. Public Services	153,250.00
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Pioneer Valley Council, Boys Scouts	10,000.00
Valley Opportunity Council	20,000.00
WestMass Eldercare	32,000.00
Chicopee Council on Aging	17,250.00
Womanshelter/Companeras	10,000.00
Lorraine's Soup Kitchen & Pantry	20,000.00
Elms College	15,000.00
Chicopee Visiting Nurse Association	5,000.00
The Care Center	15,000.00
Valley Opportunity Council	4,000.00

Chicopee Neighborhood Development Corporation	5,000.00
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TOTAL	\$	3,046,698.00
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HOME Uses	326,648.00
CHDO Operating	15,000.00
Buyer Assistance Program	50,000.00

Project Based Homeownership